

**TOWN OF WESTFORD
TOWN MANAGER'S OFFICE
TOWN HALL
55 MAIN STREET
WESTFORD, MA 01886**

MEMORANDUM

TO: Board of Selectmen
FROM: Steve Ledoux, Town Manager
RE: Results of Annual Goal Setting
DATE: June 28, 2005

SHORT TERM GOALS

1. Balanced Budget Within Proposition 2 ½ (16 points)
2. Twice Annual Leaf and Yard waste Collection for a Fee (13 points)
3. Press hard as possible to complete Pleasant Street Bridge (11 points)
4. Use of Town Owned Land for Affordable Housing, determine if Edwards Parcel should be Surplused:
Develop Complete List of Town Owned Property; Determine If Other Property Should Be Surplused (7 points)
5. Increase communication between Town boards regarding 40B's

Other items receiving consideration:

- Determine Town's position on Smart Growth
- Oversight of traffic impacts on development;
- Identify "Mandatory" vs. "Traditional" Budget;
- Study Split Tax Rate;
- Form IT Advisory Committee;
- Develop Structure for Committee Appointments;
- Press to activate traffic lights on Boston Road;
- Develop Conflict of Interest Policy.

LONG TERM GOALS

1. Study, determine, and implement recommendations of Permanent Town Building Committee, including Care and Custody of Buildings (18 points)
2. Implement Affordable Housing Plan (14 points)
3. Develop central storage/central purchasing system (12 points)
4. Implement One Commission For Efficient Town Government idea per year and develop long term strategy for implementation (7 points)
5. Improve communication with residents (5 points)

Other items receiving consideration:

- Acquisition of Key Properties;
- Regionalize services; Fire Station in Parker Village;
- Tax Relief; Selectmen Mission Statement; Solve one traffic problem per year.